

**{Letter Head}**

{Company Address}

{Date}

{To Reviewer}  
Plans Review - Land Development Division  
City Planning and Development Department  
414 E. 12<sup>th</sup> Street, 5<sup>th</sup> Floor  
Kansas City, Missouri 64106

Re: {Name of Project}  
Infrastructure Permit SECD T?????

Dear Mr. ????:

I understand that you have requested a letter from {\_\_\_\_Company\_\_\_\_} as the developer/owner of the {\_\_\_\_Name of Project\_\_\_\_} at {\_\_\_\_Location/Address of Project\_\_\_\_}.

[OPTIONAL TEXT] Ownership of this property has been transferred from {\_\_\_\_Company\_\_\_\_} to {\_\_\_\_Company\_\_\_\_}. The transfer was made in connection with the restructuring of my real estate holdings, [but I continue to serve as manager of both companies] OR [and now Mr. \_\_\_\_ who is signing this letter is has the ability to make the following authorization].

This letter is to authorize [Person and Company A] or [Person B or Person C of Company B Construction Company permission to sign for the infrastructure permit (SECD T?????)].

Thank you for your assistance in this matter.

Sincerely,

[Authorized Signer for Company obtaining permit]  
[Title]